

STUDENT ENGINEER TRAINEE (S.E.T.) CERTIFICATION FORM **WI DEPARTMENT OF TRANSPORTATION****Directions: Complete form and return to address shown below along with a current resume and a school transcript.**

Name - Indicate First, Middle Initial, Last		Indicate Available Start Date															
Indicate Present Mailing Address		Indicate Permanent Mailing Address															
Indicate Present City, State, Zip		Indicate Permanent City, State, Zip															
Indicate Present Telephone Number		Indicate Permanent Telephone Number															
COLLEGE OR UNIVERSITY STUDENTS ONLY		TECHNICAL COLLEGE STUDENTS ONLY															
Indicate your status upon re-entering school in September 2005 <input type="checkbox"/> Sophomore <input type="checkbox"/> Junior <input type="checkbox"/> Senior Indicate Major: <input type="checkbox"/> Civil Engineering <input type="checkbox"/> Pre-Engineering <input type="checkbox"/> List other Engineering major Indicate College or University Name		<input type="checkbox"/> I expect to complete my Freshman year of a two (2) year program in Civil Engineering Technology as of (month, year) ____/____ AND will have Sophomore status in September 2005 at: (Indicate Technical College Name) <input type="checkbox"/> I expect to complete my Associates degree in Civil Engineering Technology as of (month, year) ____/____ AND will have Junior status upon entering B.S.C.E. program in September 2005 at: (Indicate College/University Name)															
EMPLOYMENT LOCATIONS																	
Listed below are the locations in which employment may be available. You must indicate your choices in order of <u>preference</u> , using "1" as your first choice, "2" as your second choice, etc. Your certification form will only be sent to the location depicted as your first (1) choice. If you are not selected at that location, and if your second choice location has vacancies, your certification form will be forwarded.																	
<div style="display: flex; justify-content: space-between;"><div style="width: 45%;"><input type="checkbox"/> Madison, District 1 <input type="checkbox"/> Waukesha <input type="checkbox"/> Green Bay <input type="checkbox"/> Wisconsin Rapids</div><div style="width: 45%;"><input type="checkbox"/> La Crosse <input type="checkbox"/> Eau Claire <input type="checkbox"/> Rhinelander <input type="checkbox"/> Superior</div></div> <p>* The Division of Transportation Infrastructure Development (DTID) may have construction, design and other specialty area vacancies. If you checked Madison, District 1 as your first choice, check this box <input type="checkbox"/> if you also wish this form to be forwarded to DTID. Their office is located in Madison.</p>																	
GENERAL INFORMATION																	
<p>Wisconsin Residency: <i>In order to be employed as a Student Engineer Trainee (Limited Term Employee), one must be a Wisconsin resident upon time of hire. Wisconsin Statutes defines resident as a person who: has established a residence (defined as a place where the person's habitation is fixed without any present intent to move and to which, when absent, the person intends to return) in the state not less than 10 days earlier; has resided in the state for not less than a total of one year out of the immediately preceding 5 years; is eligible to register to vote in the state; or is the spouse of a person meeting one of the above requirements.</i></p> <table style="width: 100%; border: none;"><tr><td style="width: 10%;">Yes</td><td style="width: 10%;">No</td><td></td></tr><tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td>Are you a Wisconsin resident?</td></tr><tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td>Do you have a valid Wisconsin Drivers License?</td></tr><tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td>Have you ever participated in the Wisconsin Retirement System? If yes, were funds withdrawn? <input type="checkbox"/> Yes <input type="checkbox"/> No</td></tr><tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td>Do you have any relatives currently employed by the WI Dept. of Transportation? Attach extra pages if necessary</td></tr></table> <div style="display: flex; justify-content: space-between; margin-top: 5px;"><div>If Yes, provide Name:</div><div>Relationship:</div><div>Employing Division:</div></div>			Yes	No		<input type="checkbox"/>	<input type="checkbox"/>	Are you a Wisconsin resident?	<input type="checkbox"/>	<input type="checkbox"/>	Do you have a valid Wisconsin Drivers License?	<input type="checkbox"/>	<input type="checkbox"/>	Have you ever participated in the Wisconsin Retirement System? If yes, were funds withdrawn? <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/>	<input type="checkbox"/>	Do you have any relatives currently employed by the WI Dept. of Transportation? Attach extra pages if necessary
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I certify that the information on this application is accurate and complete to the best of my knowledge, and that any false or missing job-related information may disqualify me for the position for which I am applying.

X _____

Applicant Signature and Date

UNSIGNED FORMS WILL NOT BE ELIGIBLE FOR CONSIDERATION.

How to be considered: You must submit a current resume, school transcript (through Fall 2004) and this signed form. Application deadline is by 4:30 PM CST on Friday, March 4, 2005. Send completed materials to WI DOT, Attn: Grace Bernu, 3550 Mormon Coulee Road, La Crosse WI 54601

Direct questions to the appropriate human resources contact in the area you desire employment (see sheet entitled SET Contacts or contact Grace Bernu at either 608.785.9030 or grace.bernu@dot.state.wi.us